

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING HELD VILLAGE HALL, THORNTON-LE-CLAY ON WEDNESDAY 05 OCTOBER 2016 AT 7.30PM

Councillors Present: Simon Burton (SB) Evelyn Conlon (EC)
Nigel Cox (NC) Eric Hope (EH)
Bryan Pillow (BP) Christine Walker (CW)

In Attendance: Fiona Hill (FH) - Parish Clerk
RDC Cllr Caroline Goodrick

Public Present: 0

- 17/34 To receive apologies for absence and reasons given:**
Parish Councillor Calum Balding (CB)
N.Y.C.C. Councillor Clare Wood (CW)
- 17/35 To record declarations of interest in items on the agenda:**
None
- 17/36 To confirm the minutes of the meeting held on Wednesday 07 September 2016:**
Minutes were approved
- 17/37 To discuss matters arising from previous minutes:**
- Rights of Way – Cllrs were studying the maps and inspecting the ROWs
 - Village Signs – BP would ensure all village signs were cleaned and overgrown vegetation cleared away. FH would obtain prices from replacement name-plates from RDC
- 17/38 Councillors to discuss long-standing matters:**
1. Parish Plan and Community Emergency/Resilience/Good Neighbours Schemes
NTR
 2. Parish Defibrillator Schemes
The Big Breakfast would take place on Sun31Oct16 and help was needed on the day
- 17/39 Public Session - The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:**
None

17/40 To discuss new planning applications received:
None

17/41 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records to date

FH circulated records around Cllrs

2. Internal Control Checks(s)

These were conducted by NC and CW and the report is in the finances file

3. Internal Audit

3.1 Risk Management

FH advised this was still WIP

3.2 Information Commissioners Office

FH advised this was still WIP

3.3 Reserves Policy

This would be discussed with the budget and precept

4. Monthly property inspection report

EC had done last month and EH would do next month

5. Work Place Pensions (Staging Date 01 October 2016)

FH advised that the Declaration of Compliance was WIP

6. Matters raised by/with Yorkshire Local Councils Association

NTR

7. To approve payments as follows:

8.1	Fiona Hill	Salary	£91.03	100447
8.2	HMRC	PAYE	£90.40	100448
8.3	Village Hall	Hire	£12.00	100449
8.4	Fiona Hill	Expenses	£43.64	100450

17/42 To report any new correspondence received by the council:

9.1 RDC – Notice to remove hedgerow within parish of Thornton-le-Clay
The Parish Council discussed this at length and asked FH to respond as follows - *Foston & Thornton-le-Clay Parish Council wish to Object to this application, due to the excessive length of hedge and possible damage to working drain, which runs along the hedge line.*

4 votes in favour, 0 votes against, 2 abstentions

17/43 To receive matters raised by members:

- Foston Poor/Education Funds – This was discussed at length again and it was unanimously agreed that it was not a Parish Council matter.
- FH was asked to write to NYCC asking them to repair the collapsed drain on the bend adjacent to Field House Farm.

17/44

To confirm the dates of the future meeting(s) on Wednesdays at 7.30 p.m. in the Village Hall, Thornton-le-Clay:

02 November 2016	07 December 2016	
04 January 2017	01 February 2017	01 March 2017
05 April 2017	03 May 2017	07 June 2017
05 July 2017	02 August 2017	06 September 2017
04 October 2017	01 November 2017	06 December 2017

The Pensions Regulator - "Duties Checker:

Confirm who to contact -

FH has registered herself as both the Primary and Secondary Contact.

Choose a pension scheme -

The Parish Council have enrolled with Now Pensions Trustee Ltd, 164 Bishopsgate, London, EC2M 4LX with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

Type of pension: Occupational

Pension Scheme Registry Number (PSR): 12005124

Employer Pension Scheme Reference (EPSR): K4H9

Work out who to put into a pension -

Do this on your staging date (Deadline - 01Oct16)

Write to your staff -

Do this within six weeks after your staging date (Deadline - 15Nov16)

Declare your compliance -

Do this within five months after your staging date (Deadline - 01Mar17)